

**DISTRICT FIRE CHIEF  
STUDY GUIDE**

A written examination for the class of **DISTRICT FIRE CHIEF** to be administered in **BOSSIER CITY** on **APRIL 12, 2016**, will consist of approximately **112** multiple-choice questions. The examination will test your knowledge in the following subject areas:

<b>SUBJECT AREA/KNOWLEDGE</b>	<b>APPROXIMATE % OF EXAM</b>
<b>FIRE SERVICE MANAGEMENT</b>  Knowledge of the principles of effective fire service management, involving management theory; planning, organizing, inspecting, and evaluating departmental operations; personnel management; and the general care and maintenance of department equipment, property, and supplies.	27.8%
<b>RECORDS/REPORTS</b>  Knowledge of effective records-keeping practices, including preparation and control, and knowledge of effective report preparation procedures requiring the ability to compose complete sentences while using correct grammar and punctuation, organize ideas in a logical sequence for clarification, and other related skills.	7.4%
<b>SUPERVISION</b>  Knowledge of the practices and techniques used in effective supervision in order to plan, organize, direct, and evaluate the work of subordinates; to resolve conflicts; and to maintain discipline.	28.7%
<b>FIREGROUND COMMAND</b>  Knowledge of fireground command procedures sufficient to train employees, to perform, and supervise subordinate employees at the scene of an emergency in the following areas; performing size-up; directing rescue, forcible entry, ventilation, nozzle and hose handling, protection of exposures, fire extinguishment, pump operations, sprinkler and standpipe systems, water supplies, salvage and overhaul, first aid, CPR, and emergency medical services; overseeing safety procedures; hazardous materials; and maintaining fireground communications.	28.7%
<b>FIRE PREVENTION AND INVESTIGATION</b>  Knowledge of fire prevention and investigation procedures sufficient to train subordinates and perform the duties related to pre-fire planning, fire inspections, and fire investigation.	11.1%

## REFERENCE LIST

While the entire list of reference material will be useful to you in your preparation for the upcoming examination, the **majority** of test questions are sourced from those references listed under the Primary List.

### PRIMARY REFERENCE MATERIAL

**EFFECTIVE SUPERVISORY PRACTICES**, International City Management Association (ICMA), 1120 G Street, N.W., Washington, D.C. 20005, 4th ed., 2005.

**NOTE: Obtain through LSU Firemen Training Program or IFSTA Fire Protection Publications.**

### INTERNATIONAL FIRE SERVICE TRAINING ASSOCIATION (IFSTA)/ FIRE PROTECTION PUBLICATIONS (Training Manuals):

Essentials of Firefighting and Fire Department Operations, 5th ed., 2008.

Fire Inspection and Code Enforcement, 6th ed., 1998.

Fire and Emergency Services Company Officer, 4th ed., 2007.

### NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) PUBLICATIONS AND STANDARDS:

**FIRE PROTECTION HANDBOOK**, NFPA, 19th ed., 2003.

### OTHER RECOMMENDED PUBLICATIONS:

**NATIONAL FIRE INCIDENT REPORTING SYSTEM**, (NFIRS), Office of State Fire Marshal/LA Department of Public Safety, January 1992. Published by: LA Division of Administration, Administrative Services, P.O. Box 44095, Baton Rouge, LA 70804.

**NOTE: Available through Office of State Fire Marshal, 5150 Florida Boulevard, Baton Rouge, LA 70806.**

The local civil service board should make this study guide available to all applicants in whatever manner the board deems appropriate.

While there are no provisions requiring this office to provide study guides for any competitive or promotional examinations, such material will be provided as a service to assist applicants in preparing for an examination. The State Examiner's office has no control whatsoever over the local availability of reference material (mentioned in the study guides), nor do we feel constrained to limit examination questions to only that material which is available locally. Examination content, weighting of subject areas, and length of examination, may vary with each administration of an examination to reflect any updated job analysis information. Percentages and numerical estimations are provided as approximations.